

City of Greenfield  
Assessor's Meeting  
November 7<sup>th</sup>, 2019

14 Court Square, 2<sup>nd</sup> Floor Meeting Room

9:00 am

**CALL TO ORDER:** Meeting was called to order at 9:03 am by Joseph Ruggeri.

**ROLL CALL OF MEMBERS:** Chair Joseph Ruggeri, Clerk Dee Letourneau, Chief Assessor Kimberly Mew and Administrative Clerk Sandra Gradoia.

Also present was Nohika Cherubin and Jeff Reynolds from RRG.

Clerk Dee Letourneau read the October 17<sup>th</sup>, 2019 meeting minutes into the record.

**MOTION:** On a motion by Ruggeri, second by Letourneau, it was unanimously;

**VOTED:** TO ACCEPT AND APPROVE THE OCTOBER 17<sup>TH</sup>, 2019 MEETING MINUTES WITH FRIENDLY AMENDMENTS.

**PUBLIC COMMENT:**

Public comment was opened at 9:08 am by Joseph Ruggeri.

Mark Maloney representative of Camp Avery discussed the property located on Scout Road. The Boy Scouts of America have been using the property for a nonprofit camp since 1937. Mr. Maloney filed the form 3ABC for fiscal year 2020 and updated the mailing address for future mailings.

Mr. Maloney questioned his own assessment asking how to fix an issue with number of bathrooms. Chair Ruggeri explained that he would need to file an overvaluation in January and set up an inspection.

Mr. Maloney departed the meeting at 9:26 am.

**NEW BUSINESS**

Jeff Reynolds gave the Board an update of work being completed by RRG

- The LA3 is complete and data will be entered into Gateway this week.
- Classification packet was completed and provided to the Mayor on Thursday October 31<sup>st</sup>.
- Preparing for Classification hearing on November 19<sup>th</sup> and 20<sup>th</sup>.
- Cyclicals and sales are currently being worked on as well as preparation for inspections of commercial properties.

9:43 am Mr. Reynolds departed the meeting.

Kim Mew gave the Board an update of work being completed in the office.

- FY2020 3ABC's have been completed. There is only one application not received. This property will be put back on the tax roll.
- Data entry of new building permits that have been filed are being entered into Patriot Properties
- Our new Clerk Sandra Gradoia is up and running in all of our data bases.
- Mrs. Mew is in the middle of taking course 5, which is a requirement for MAAO certification
- We are also working on entering fines for those who didn't turn on their income and expense paperwork

Board discussed the reelection of Chair Joseph Ruggeri.

Board discussed motor excise abatements.

**MOTION:** On a motion by Ruggeri, second by Letourneau, it was unanimously;

**VOTED:** TO ACCEPT AND APPROVE MOTOR VEHICLE EXCISE ABATEMENTS FOR CALENDAR YEAR 2018 FROM OCTOBER 14<sup>TH</sup>, 2019 TO NOVEMBER 1<sup>ST</sup>, 2019 AND FOR CALENDAR YEAR 2019 FROM OCTOBER 14<sup>TH</sup>, 2019 TO NOVEMBER 1<sup>ST</sup>, 2019.

At 9:55 am Paula Morse Notary of the Public joined the meeting to notarize three chapter land liens. Properties located at 975 Bernardston Road, 345 Barton Road and 56 Glenbrook Drive were kept in chapter after a sale occurred. The prepared liens changed ownership of each property.

**MOTION:** On a motion by Ruggeri, second by Letourneau, it was unanimously;

**VOTED:** TO ACCEPT AND APPROVE ALL THREE CHAPTER LAND LIEN AS PREPARED.

At 10:14 am Mrs. Morse departed the meeting.

Board discussed the Classification hearing scheduled for November 19<sup>th</sup>, 2019 and November 20<sup>th</sup>, 2019. All Board members will attend the meeting. Mrs. Mew will email each member of the Board a copy of the packet the City council has received.

**MOTION:** On a motion by Ruggeri, second by Letourneau, it was unanimously;

**VOTED:** TO CLOSE PUBLIC COMMENT AT 10:17 AM.

**MOTION:** On a motion by Ruggeri, second by Letourneau, it was unanimously;

**VOTED:** TO GO INTO EXECUTIVE SESSION AT 10:18 AM.

**MOTION:** On a motion by Letourneau, second by Ruggeri, it was unanimously

**VOTED:** TO END EXECUTIVE SESSION AT 10:31 AM.

Board tabled discussion of fiscal year calendar timeline.

**MOTION:** On a motion by Letourneau, second by Ruggeri, it was unanimously

**VOTED:** TO ADJOURN THE MEETING AT 10:32 AM.

Next Scheduled meeting November 21<sup>st</sup>, 2019 at 9:00 am.

Respectfully submitted,

Kimberly Mew

Chief Assessor

Greenfield Assessors

BOA/kam